

# Town of Frederick Board of Trustees



Eric Doering, Mayor

Tony Carey, Mayor Pro Tem  
Gerry Pfirsch, Trustee  
Sue Wedel, Trustee

Rafer Burnham, Trustee  
Amy Schiers, Trustee  
Jim Wollack, Trustee

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AM 2010-052

## Approval of the Recommended University Scholarship Recipient

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**Agenda Date:** Town Board Meeting – April 28, 2009

**Attachments:**

- a. Ordinance #949
- b. Scholarship Application Document
- c. Student applications from those being recommended for the scholarship award (with names removed to protect the integrity of the review and selection process).

**Fiscal Note:** Funds exist in the 2010 Budget to cover the expenditure of these scholarship awards.

  
Finance Director

**Submitted by:**   
Town Administrator

**Approved for Presentation:**   
Town Administrator

**AV Use Anticipated** Projector \_\_\_\_\_ Laptop \_\_\_\_\_

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**Certification of Board Approval:**

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date

### **Summary Statement:**

Ordinance #949, enacts the Town's program for the distribution of university scholarship funds and outlines the requirements for the application and award of the funding. The ordinance requires that each year an application review committee meet to formulate a recommendation of award for the consideration of the Board of Trustees.

### **Detail of Issue/Request:**

Ordinance #949, establishes the qualifications each candidate needs to meet in order to apply and describes the criteria with which each application will be evaluated. The ordinance also describes the

make up of the Scholarship Review Committee. This year, this Committee consisted of Eric Doering (Mayor), Derek Todd (Town Administrator), Pete Vargas (Frederick High School Principal), Mike Hattel (Frederick resident), and Brion Stapp (local business leader, Stapp Interstate Toyota).

To protect the integrity of the review and selection process, names and other identifying features are removed from the applications and any other documents supplied by the applicants. Several days in advance of the review, the Committee received copies of the submittals along with a copy of the application template and ordinance. The Committee then met on Friday, April 16 to review the application process and to discuss their review of the submitted applicant materials.

After a careful review and discussion of the student essay, the letters of recommendation, high school transcript, and ACT score of each student; the Scholarship Review Committee came to a unanimous conclusion in recommending one female and one male student as the Ordinance outlines. A confidential check of accuracy has been conducted regarding the substance of the recommended students' application materials and verified as correct by the FHS Administration.

**Legal/Political Considerations:**

[None noted]

**Alternatives/Options:**

While the review committee has come to a unanimous conclusion regarding the recommended student applicants, the Board could ask the committee to reconsider the submitted applications to recommend alternative recipients.

**Financial Considerations:**

\$8,000 is budgeted in the Oil Royalty Trust Fund for the year 2010 to cover the scholarship payments for this recommendation as well as the Town's previous scholarship commitments. Payment is made directly to the university upon proof of eligibility as stated in the ordinance.

**Staff Recommendation:**

Approve the recommendation of the Scholarship Review Committee.